

Instructions -
Liquefied Petroleum Gas License

KRS 234.120 states that anyone who desires to engage in the LP gas business must obtain a license from the State Fire Marshal's Office. On the application to engage in the LP gas business for Kentucky you will notice five (5) license categories. Please read the categories carefully before selecting your specific license.

Legislative Changes from the 2000 Kentucky General Assembly:

The law has changed to require licensing on a two-year basis.

The changes will be staggered in as follows:

- 1) Beginning January 1, 2001, licenses **"D"** and **"E"** will not expire for two years. Renewals will be in **odd numbered years** and the fee has increased to \$50.00 to cover the two years.
- 2) Beginning on January 1, 2002, licenses **"A"**, **"B"**, and **"C"** shall be renewed on January 1 of **even numbered years**. The fee for the two-year renewals will be \$200.00 for license **"A"** and \$100.00 for license **"B"** and **"C"**.

Selecting the correct license. A few examples and guidelines are listed below:

- 1) If you **fill or deliver** D.O.T. portable **containers/cylinders of 100 lbs. or less** then apply for license **"B"**.
- 2) If you **fill** D.O.T. portable **containers/cylinders of 45 lbs. or less** then apply for license **"C"**.
- 3) Those who deal with the **cylinder exchange units** are covered under license **"D"**.
- 4) **L.P. Gas Heating/Air Conditioning work** is covered under license **"E"**, except that companies or persons engaging in these activities who hold a valid Kentucky Master HVAC license are not required to also maintain a category **"E"** L.P. gas license.

Your application must include the following:

- 1) The **application form must be completely filled out**. Please submit a completed **application for each location**.
- 2) A **"certificate of insurance"** from an insurance company, authorized to do business in the state of Kentucky, **must be received before a license can be issued or renewed. This certificate should show the policy dates, amount and type of coverage, and the insurance carrier ("groups" or "companies" will not be accepted)**. Please make sure that you **completely fill out item #10 on the application**, we will need this information if we have questions regarding your **"certificate of insurance"**.
- 3) A money order or check for the cost of the license fee made **payable to the "Kentucky State Treasurer"**.

Please enclose a certificate of insurance with your application, even if it is already on file in our office - this saves a lot of processing time. When we receive all of the above-mentioned items, we will issue your location an LP Gas license. If our office can be of any assistance, please feel free to call upon Connie Sheets or Jim Helm at (502) 564-4008.